

	AUTUMN 1	AUTUMN 2	SPRING 1	SPRING 2	SUMMER 1	SUMMER 2
R	Register of Pecuniary Interests 1 (GB)	Register of Pecuniary Interests 2 (GB)	Register of Pecuniary Interests 3 (GB)	Register of Pecuniary Interests 4 (GB)	Register of Pecuniary Interests 5 (GB)	Register of Pecuniary Interests 6 (GB)
E	Review Terms of Reference for Finance and Premises (GB)	Accident Report 1 (MA)	Monthly Financial Monitoring Reports 3 (SC)	Accident Report 2 (MA)	Monthly Financial Monitoring Reports 5 (SC)	Accident Report 3 (MA)
S	Charges and Remission Policy (SC)	Health and Safety Governor Checklist 1 (SB, GB,)	Review of Financial Procedures Manual 1 (SC)	Health and Safety Governor Checklist 2 (SB, GB)	Review of Financial Procedures Manual 3 (SC, LH)	Health and Safety Governor Checklist 3 (SB, GB)
O	Monthly Financial Monitoring Reports 1 (SC)	Monthly Financial Monitoring Reports 2 (SC)	Progress with SFVS 2015 (LH, SC)	Monthly Financial Monitoring Reports 4 (SC)	Review Lettings Policy (SC, LH)	Monthly Financial Monitoring Reports 6 (SC)
U	Update on premises improvements and maintenance 1 (SB)	Submit LCVAP Funding bid (LH)	Review of Educational Visits (LH, JH)	Review of Financial Procedures Manual 2 (SC, LH)	Update on premises improvements and maintenance 5 (SB)	Review Best Value Statement (LH)
R	Review of Schedule of Financial Delegation (SC)	Mid Year Financial Review (SC, LH, GB)	Review Asset Management Plan (JH)	Financial benchmarking (SC, GB)	Approve Service Level Agreements (SC)	Review of Financial Procedures Manual 4 (SC)
C	Health and Safety Policy Statement (LH)	Inspect premises and plan improvements 1 (All Resources Govs)	Audit School Fund Account (SC)	Approve SFVS 2015 (all Resources gov's then to full GB)	Managing Medicines Policy and practice (DS)	Update on premises improvements and maintenance 6 (SB)
E		Review Business Continuity Plan (LH, SC)	Update on premises improvements and maintenance 3 (SB)	Review of Risk Assessments	Health and Safety Matters (SB)	
		Update on premises improvements and maintenance 2 (SB)	Inspect premises and plan improvements 2 (All Resources Govs)	Update on premises improvements and maintenance 4 (SB)		
		Review Statutory Requirements for School Website (LH)	Health and Safety matters (SB)	Inspect premises and		

		Health and Safety Appendices (SB)		plan improvements 3 (All Resources Govs)		
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